



One state. One system.

# SCO/STO Integrated Solution March 2019 Release

Webcast Townhall

February 27, 2019



# Agenda

- Housekeeping
- Resources
  - SCO/STO Integrated Page
  - Looking Forward – Change Activities
  - New PFA Task
- CalATERS
- SCO Legacy Transactions Interface
- Payroll AR Update
- Takeaway Questions
- Feedback Survey



# Housekeeping

- Sound issues
  - [How To Video: WebEx Log-In & Connect Audio](#)
  - [Adjust Your Computer Mic and Speaker Volume in a Cisco Webex Meeting](#)
  - [How Do I Configure My Audio Devices for Webex Meetings?](#)
- Presentation materials
  - PPT will be attached and available during WebEx log in
- Ability to read/see questions
  - We will hit “answered verbally” when a question is being addressed and that will distribute the question to everyone

# Resources Page: SCO/STO Integrated Solution

Navigation Path: Library>Resources>SCO/STO Integrated Solution *under End Users subheading*



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# Looking Forward

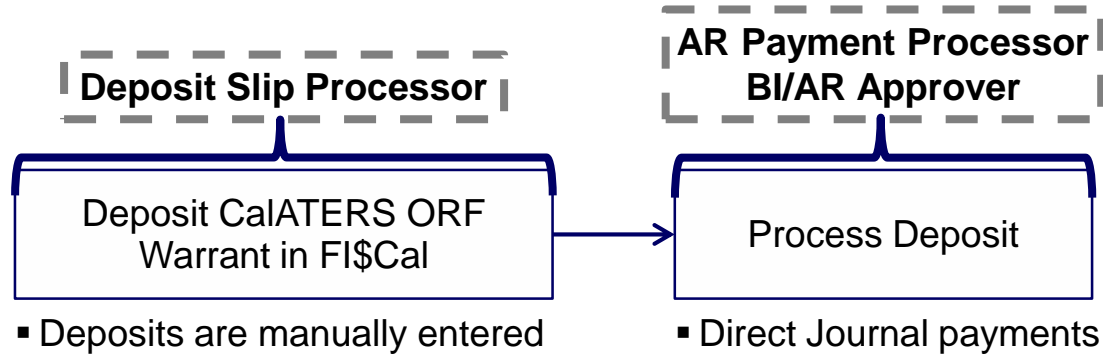
- Pre Go Live WebEx TownHall - March 13, 2019 from *1:30pm to 3:30pm*
  - Invite sent 2/11/19
  - Send your questions **prior** to townhalls either through your **RC** or [fiscal.cmo@fiscal.ca.gov](mailto:fiscal.cmo@fiscal.ca.gov)
- Change Discussions
  - Communication planned for 3/1/19
  - Ensure that users at all levels participate in the discussions and understand the change impacts coming
  - Reach out to your **RC** or [fiscal.cmo@fiscal.ca.gov](mailto:fiscal.cmo@fiscal.ca.gov) for support



# BUSN925: Update Your PFA

- **Release Date:** Tuesday, February 26, 2019
- **Due Date:** N/A unless otherwise stated
- **Task Information:** To ensure that departmental allocations and labor distribution processes function properly, an updated PFA needs to be on file with SCO.
- **Key Reminders:**
  - Follow the usual PFA process to update
  - Submit to DOF budget analyst
  - All PFAs will be validated. If a department does not have an updated PFA on file, the validation will not pass.
- BUSN925 Communication

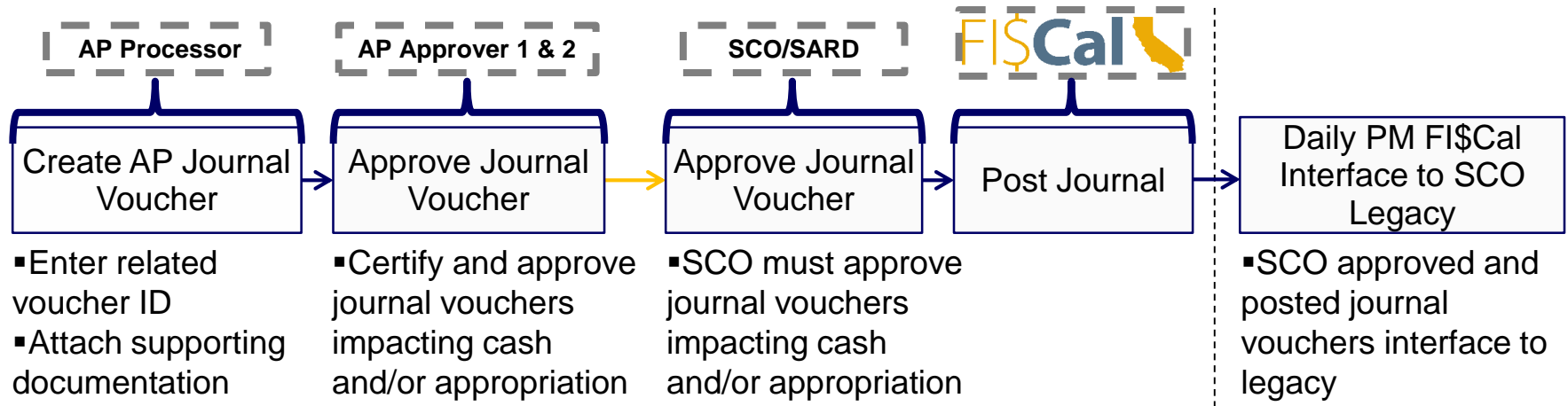
# Deposit CalATERS ORF Warrant



## Key Change Impacts

- Department ORF cash will increase when the CalATERS issued warrant is deposited in AR
- Job Aid FI\$Cal.393 – Handling of CalATERS ORF Replenishment Warrant will be updated in accordance with this release

# Reclassify CalATERS Expenditure Vouchers

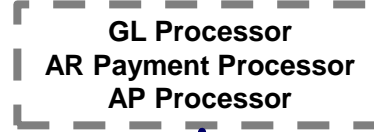


## Key Change Impacts

- Restricted online edit access to non-appropriation COA values of CalATERS expenditure vouchers
- Reclassifications to COA's on CalATERS expenditure voucher require a journal voucher



# SCO Legacy Transaction Interface



Interface Transactions  
to FI\$Cal

- Interface transaction to FI\$Cal from SCO Legacy
- Departments will still receive SCO JEs

Review Transactions

- Review KK Activity query
- Determine which transactions require additional details

Reclassify Transaction

- Create a new GL Journal, \$0 Deposit, or \$0 Voucher to reclassify transactions to a lower level of detail

## Key Change Impacts

- Legacy transactions with codes 35, 37, 38 will now automatically interface to FI\$Cal\*
- Departments should not create catch up entries to avoid duplicate entries, including CLO transactions
- The SCO Legacy Transaction interface excludes any transactions that originated in FI\$Cal and interfaced to SCO Legacy

\* When used in exception situations, Paper or eFITS TC-47 will interface into AR for FI\$Cal Departments and would need to be reclassified

# Demonstration

**Topic:** Reclassifying a GL108 Journal

**Presenters:** Nancy



# Original Transaction Interface to FI\$Cal via GL108

Line	Unit	Ledger	App rop Ref	Fund	ENY	Account	Alt Acct	Program	PC Bus Unit	Project	Acti vity	An Typ e	Rptg Structure	Amount	Budget Date	Reference	Account Title	Transaction Description
1	1234	MODACCRL	295	0001	2017	5390950	00000 00000	6905					SCO99999	(448.00)	5/24/2018	JE 0012345	SCO Inbound Interface Departm	P061 FY9900 MA7000A
2	1234	MODACCRL		0001		1109100	00000 00000							448.00	5/24/2018	JE 0012345	Pending Cash Transfers - GL	P061 FY9900 MA7000A
3	1234	MODACCRL	295	0044	2017	5390950	00000 00000	6905005					SCO99999	448.00	5/24/2018	JE 0012345	SCO Inbound Interface Departm	P388 FY1516 MA70000A
4	1234	MODACCRL		0044		1109100	00000 00000							(448.00)	5/24/2018	JE 0012345	Pending Cash Transfers - GL	P388 FY1516 MA70000A

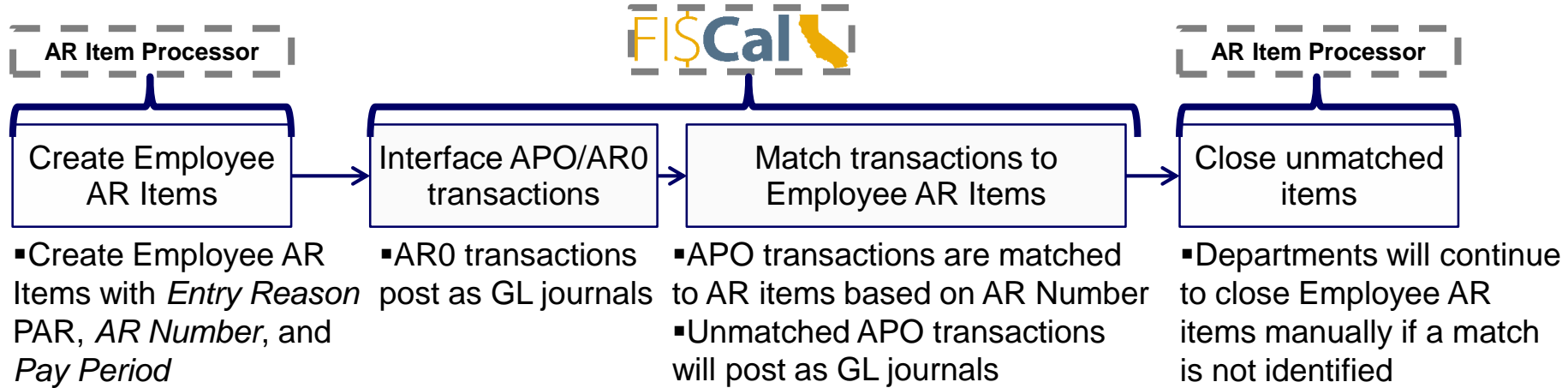
2/27/2019

# Department Reclassification Entries

Line	Unit	Ledger	App rop Ref	Fund	ENY	Account	Alt Acct	Program	PC Bus Unit	Proje ct	Act ivit y	An Typ e	Rptg Structure	Amount	Budget Date	Reference	Account Title	Transaction Description
1	1234	MODACCRL	295	0001	2017	5344000	00000	6905000999					12341000	(448.00)	5/24/2018	JE 0012345	Consolidated Data Centers	P061 FY9900 MA7000A
2	1234	MODACCRL	295	0001	2017	5390950	00000	6905					SCO99999	448.00	5/24/2018	JE 0012345	SCO Inbound Interface Departm	P061 FY9900 MA7000A
3	1234	MODACCRL	295	0044	2017	5344000	00000	6905005999					12342000	448.00	5/24/2018	JE 0012345	Consolidated Data Centers	P388 FY1516 MA7000A
4	1234	MODACCRL	295	0044	2017	5390950	00000	6905005					SCO99999	(448.00)	5/24/2018	JE 0012345	SCO Inbound Interface Departm	P388 FY1516 MA7000A

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# Matching Employee AR Items



## Key Change Impacts

- Filling out the new AR Number field will allow the FI\$Cal to close AR items for you!
- Refer to Job Aid [Fiscal.208 – Setting Up a Payroll AR from Half Sheet](#) for more information
- Additional instructions for existing ARs will be released in a subsequent communication

# BUSN924: New Required PAR Fields

- **Release Date:** TBD
- **Due Date:** N/A
- **Task Information:** To ensure all new Payroll Accounts Receivable (PAR) Items that your department enters in FI\$Cal will be compatible with the upcoming PAR interface functionality.
- **Key Reminders:**
  - Follow the new process from today until Go Live, at which point, the fields will be required
  - BOL field will be renamed to AR Number after Go Live
  - AR Number – 5 digit number from your Employee AR Half Sheet

# New Required Fields: AR Number

Favorites ▾ Main Menu ▾ > Accounts Receivable ▾ > Pending Items ▾ > Online Items ▾ > Group Entry

Group Control **Pending Item 1** Pending Item 2 Pending Item 3 Accounting Entries Group Action

Group Unit 0840 Group ID NEXT

**Pending Item Entry**

*Acctg Date	<input type="text"/>	*As Of Date	<input type="text"/>
*Item ID	<input type="text"/>	Line	<input type="text"/>
*Business Unit	<input type="text" value="0840"/>	*Customer	<input type="text"/>
SubCust1	<input type="text"/>	SubCust2	<input type="text"/>
Amount	<input type="text"/>	*Currency	<input type="text"/>
*Entry Type	<input type="text"/>	Reason	<input type="text"/>
Rate Type	<input type="text"/>	<input checked="" type="checkbox"/> Revalue Fig	
Exchange Rate	<input type="text"/>	Attachments (0)	

**Payment Terms**

Terms	<input type="text"/>	Due Date	<input type="text"/>	Due Days	<input type="text"/>
Disc Amt	<input type="text"/>	Disc Date	<input type="text"/>	Disc Days	<input type="text"/>
Disc Amt 1	<input type="text"/>	Disc Date 1	<input type="text"/>	<input type="checkbox"/> Always Allow Discount	

**Reference Information**

PO Ref	<input type="text"/>	PO Line	<input type="text"/>	<b>BOL</b>	<input type="text"/>
Order No	<input type="text"/>	Document	<input type="text"/>	Line Item	<input type="text"/>
Contract	<input type="text"/>	L/C ID	<input type="text"/>	Case No	<input type="text"/>
SP ID					

*BOL will be renamed to \*AR Number at go live.*

Departments will be required to enter the five digit AR Number provided on the Half Sheet

# New Required Fields: Pay Period

Navigation: Favorites ▾ | Main Menu ▾ > Accounts Receivable ▾ > Pending Items ▾ > Online Items ▾ > Group Entry

Group Control | Pending Item 1 | Pending Item 2 | **Pending Item 3** | Accounting Entries | Group Action

Group Unit 0840      Group ID NEXT

**Pending Item Entry** Find | View All      First ◀ 1 of 1 ▶ Last

Item ID  
Business Unit 0840  
Amount 0.000

Customer  
SubCust1

**Consolidated Invoice**  
Unit    
Invoice

**User Date**  
**Pay Period**  ←  
Refund Request   
Sent to FTB 1   
Sent to FTB 2

**User Text**

1	<input type="text"/>	6	<input type="text"/>
2	<input type="text"/>	7	<input type="text"/>
3	<input type="text"/>	8	<input type="text"/>
4	<input type="text"/>	9	<input type="text"/>
5	<input type="text"/>	10	<input type="text"/>

3   
4   
5   
6   
7   
8

Save    Notify    Add    Update/Display

Departments will be required to enter the Pay Period provided on the Half Sheet



# Demonstration

**Topic:** Setting Up a Payroll AR  
from a Half Sheet

**Presenters:** Cory



# Takeaway Questions

**Q1:** *We have received a few TC-38s-AROs where a reverted year PAR was posted as non-reverted account and for FY2018 or vise versa. Will these corrections be completed prior to go live.*

- GL108 will interface these transactions into FI\$Cal. If any of the transaction are recorded in SCO legacy incorrectly, departments will have to work with SCO Home to resolve this issue.

**Q2:** *Is there a way or report to check ORF Replenishment Check Box "Selected or not Selected" for all vouchers applicable.*

- CalATERS Travel Advance prepaid vouchers are created with an "ORF Advance" checkbox selected.
- CalATERS Expenditure regular vouchers are created with an "ORF Replenishment" checkbox selected

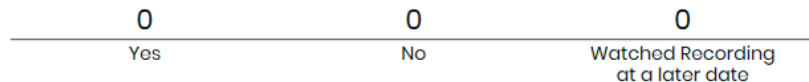
Go to **www.menti.com** and use the code **42 42 61**

## Have you seen the March 2019 Release Infographic?



Go to **www.menti.com** and use the code **42 42 61**

## Did you attend the DCIW Workshop?



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2/27/2019

Go to **www.menti.com** and use the code **42 42 61**

**Do you know how to navigate to the SCO/STO  
Integrated Solution page?**

0	0	0
Option 1	Option 2	Option 3



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Questions and Answers  
FI\$Cal Project Information:  
<http://www.fiscal.ca.gov/>

Or e-mail the FI\$Cal Project Team at:  
[fiscal.cmo@fiscal.ca.gov](mailto:fiscal.cmo@fiscal.ca.gov)

